

**To:** Honorable Mayor Price and Members of the City Council

**cc:** Denis Fitzgibbons, City Attorney  
City Manager's Executive Management Team

**From:** Brenda S. Fischer, City Manager

**Date:** September 20, 2012

**RE:** Weekly City Manager Report

## **ACTIVITIES and EVENTS**

### **Community Garage Sale**

The Community Services Department is hosting the second annual Community Garage Sale on Saturday, November 3, 9 a.m.-1 p.m. The event will be held at Pacana Park in the south parking lot. Beginning October 1, registration will be available online or at City Hall. Big Brothers/Big Sisters and Deseret Industries will be present to accept property donations for items that do not sell or are not wanted.

## **COUNCIL REQUESTS AND/OR CITY COUNCIL MEETING FOLLOW-UP**

### **Council Request Report**

The updated Council Request Report is attached.

### **Future Agenda Items Report**

The Future Council Agenda Items report is attached. This information is for reference only as it is subject to change.

### **Contingency Account Balance Report**

Attached, please find an updated General Fund contingency account balance report, reflecting action taken by the City Council on September 18.

## **GENERAL INFORMATION**

### **New Non-Emergency Number for Police Services**

As a result of the change in dispatch providers for police services, the non-emergency number will change on September 30. The new number will be (520) 568-3MPD (3673). There is no change in the emergency number, which is 9-1-1. A news release announcing this change is attached. I also asked staff to post this number on police vehicles, and include it in other City communication pieces.

### **Police Dispatch Services Changes on September 30**

At 6 a.m. on September 30, the City's police dispatch services change from the Pinal County Sheriff's Office to the Town of Buckeye. Other than the change in the non-emergency number (as previously described), this change will be seamless for the public. Police officers will benefit from improved service based upon the implementation of the 800 MHz system and membership in the Regional Wireless Consortium, which has a wider service area.

### **Arizona Republic Comparison of Cities**

The Arizona Republic conducted a comparison of cities (mostly in the Phoenix area) and posted the information [azcentral.com](http://azcentral.com). The City of Maricopa is included. The webpage is an interactive comparison and shows the participating cities' population, expenditures, revenue, parks, pools, library spending, libraries, police spending, police officers, police stations, violent crimes, and property crimes. The link is <http://www.azcentral.com/news/cityguides/index.php> and click enter.

### **FEMA Response to City's Appeal Letter**

On September 19, the City received the attached letter from FEMA acknowledging receipt of the City's appeal (sent August 5) for the Vekol and Sacaton flood designations. FEMA will now review and consider the appeal and the associated data the City provided. This letter is simply an acknowledgment. Staff expects to hear from FEMA within the next few weeks regarding the hydrology review portion (first part of the review). This will put the City in a positive position for advancing the Vekol project. The final determination and adoption is anticipated by the end of 2013.

### **New Customer Service Survey Initiative**

The City will soon launch a new Customer Service Survey initiative that will focus on surveying all customers of every City department. This will be done on a regular basis with a very short survey intended to gauge the quality of customer service interactions. This survey will be formally launched October 1, with results reported at the end of each quarter and monitored frequently. The results will be used for staff training, staff performance evaluations, and future planning.

### **Inaccurate Signs Removed**

The inaccurate signs on the southeast Corner of Bowlin and Porter Roads that announced it as a "Hospital Site" have been removed by the property owner as a result of the City's notification of pending citation. Thanks to Code Compliance Officer Marcus Mendes for his initiative in resolving this long-standing issue.

### **2012 Citizen Survey**

The facilitator is analyzing responses from the more than 700 responses received. Staff will present the raw data and executive summary prior to the Council Strategic Planning Retreat.

### **Citizen Leadership Academy**

The first class is September 27 with 15 participants. The academy continues through November 1.

### **Economic Development Updates**

- On September 12-14, staff attended the annual Governor's Economic Development Conference titled "The Great Arizona Rebound," hosted by the Arizona Commerce Authority and Arizona Association for Economic Development. Conference topics included rural development, emerging industries, international trade, and workforce development.
- On September 20, Economic Development (in partnership with Development Services) will brief the Maricopa Chamber of Commerce Board of Directors on the proposed changes to the City's Building Safety Code. This outreach is to give the business community time to review and comment on the proposed changes. The changes will go into effect on January 1, 2013.
- The Maricopa Center for Entrepreneurship (Maricopa incubator) Request for Statement of Qualifications (RSOQ) was released September 12. Parties who previously indicated interest in this opportunity have been notified by the purchasing office. The RSOQ will identify an incubator operator capable of establishing, developing, and managing a financially sustainable incubator that would provide a positive economic impact in Maricopa. Written responses to the RSOQ are due by 2 p.m., October 8.

### **Chief Donald N. Pearce Fire Station Update**

The Design-Build contractor completed the subcontractor bidding process, allowing the contractor to finalize the Guaranteed Maximum Price (GMP) for construction. This item is scheduled for the October 2 City Council meeting for consideration.

### **City Hall and Police Station Construction Update**

Okland Construction's Weekly Activity Report is attached. The public may track the progress of this project on the "Construction Updates" section of the City's website.

### **Fire Station 572 Update**

The City did not receive this week's Construction Report from the contractor. It will resume next week.

Respectfully Submitted,



Brenda S. Fischer, ICMA-CM  
City Manager

## City Council Member Requests and Projects Status Report

Council Request Report, September 20, 2012						
Date	Requested By	Project	Description	Status	Next Action	Staff Contact
10/18/2011	Council	Cell Tower Zoning	Response to Cell Tower zoning questions and updates to our zoning code	In Progress	A meeting was held on September 19 with stakeholders concerning zoning code changes related to wireless communication facilities (including cell towers). Staff will make a follow up presentation to P&Z on Sept. 24. Staff is scheduled to present code to Council on October 16.	Billingsley
12/7/2011	Diedrich	Entry Monument Plan	Request for entry monuments at major entries to the City; update City codes; create design standards	In Progress	Staff team is evaluating potential design concepts and locations in order to prepare cost estimates for a future Council presentation, tentatively planned for November.	Billingsley/Casey
4/27/2012	City Council	Council Financial Policies	Financial policy for Council consideration regarding limiting % of operating budget that can be allocated to debt service	In Progress	Staff will bring this forward draft policies to the Budget, Finance and Operations Sub-Committee on October 18.	Duensing
4/27/2012	City Council	Council Financial Policies	Financial policy for Council consideration regarding how the City manages investment income and utilizing investment advisory services (i.e., use for general fund operations, use it for debt principal reduction, place it in capital reserves, etc.)	In Progress	Staff will bring this forward draft policies to the Budget, Finance and Operations Sub-Committee on October 18.	Duensing
4/27/2012	City Council	Council Financial Policies	Financial policy for Council consideration regarding what to do with funds remaining at the end of each fiscal year (i.e., use for general fund operations, use it for debt principal reduction, place it in capital reserves, etc.)	In Progress	Staff will bring this forward draft policies to the Budget, Finance and Operations Sub-Committee on October 18.	Duensing
6/13/2012	Gusse	Bicycle Donations	Requesting the City investigate the possibility of donating unclaimed bicycles to a charity to be distributed to eligible children	In Progress	Staff will make a presentation to Council and seek direction at the October 2 work session.	Stahl, Duensing, Jepson
6/15/2012	Gusse	Back to School Bicycle Rodeo	Requesting the City co-sponsor a back to school Bicycle Rodeo with the Maricopa Optimist Club	In Progress	The timing on this will be dependent on the outcome of the bicycle donation work session on October 2.	Jepson
6/19/2012	Brown	School Zones	Question on how the City approaches the placing of School Zones on arterial streets	In Progress	Staff will prepare a presentation for an upcoming Council work session.	Billingsley
6/26/2012	Brown	Black History Month	Request for examples of what other cities are doing for Black History Month	In Progress	Staff will prepare a presentation for an upcoming Council work session.	Jepson
7/9/2012	Kimball	New Citizens	Options for the City of Maricopa to publicly recognize residents of Maricopa who have recently earned US Citizenship	In Progress	Staff will prepare a memo for a future City Managers Report discussing what other Cities do and possible Maricopa options.	Jepson
9/3/2012	Gusse	Veterans Town Hall	Veterans Town Hall to offer support structures to Maricopa Veterans	In Progress	Staff will reach out to partner with CAC based on Mesa Community College Model.	Jepson

## City Council Member Requests and Projects Status Report

Date	Requested By	Project	Description	Status	Next Action	Staff Contact
9/4/2012	Kimball	Traffic Information	Request for signal warrant analysis and updated traffic counts for the intersection of Honeycutt and Glennwilde	In Progress	Staff will provide requested information in the form of a memo to be included in a future City Manager's Report.	Billingsley
9/3/2012	Gusse	Hispanic Heritage Month	Recognition of Hispanic Heritage Month	Completed 9-18-2012	At the September 18 Council meeting, the Mayor will read a proclamation supporting Hispanic Heritage Month and City will hold a short reception in MUSD foyer during break in meeting.	Jepson

## Future Council Agenda Items

<b><u>Tentative Mtg Date</u></b>	<b><u>Item</u></b>	<b><u>Contact</u></b>
October 2, 2012	WORK SESSION: Presentation: 2012 International Code Council Building Codes	Brent Billingsley
October 2, 2012	WORK SESSION: Presentation: MUTCD, Phoenix Barricade Manual, Ch. 12 Fee Schedules	Brent Billingsley
October 2, 2012	WORK SESSION: Presentation: Economic Development Strategic Plan Update	Micah Miranda
October 2, 2012	REGULAR: Proclamation: Domestic Violence Awareness Proclamation	Vanessa Bueras
October 2, 2012	REGULAR: Consent: Contract: Landscape Maintenance Renewal	Jennifer Campbell
October 2, 2012	REGULAR: Consent: Contract Amendment to ADOT Joint Project Agreement (SR: 347 Grade Separation)	Brent Billingsley
October 2, 2012	REGULAR: Consent: Contract Amendment: On- Call Traffic Engineers	Brent Billingsley
October 2, 2012	REGULAR: Consent: Contract Amendment: On- Call Geotechnical Engineers	Brent Billingsley
October 2, 2012	REGULAR: Consent: Grant: Rural Economic Development	Mary Witkofski
October 2, 2012	REGULAR: Consent: IGA Pinal County Sheriff's Office Narcotics Task Force	Mary Witkofski
October 2, 2012	REGULAR: Appointments: Board of Adjustment (1) and Heritage District Board (2)	Vanessa Bueras
October 2, 2012	REGULAR: Bicycle Donation Program	Paul Jepson
October 2, 2012	REGULAR: Contract: Chief Donald N. Pearce Fire Station Guaranteed Maximum Price (GMP)	Brent Billingsley
October 2, 2012	REGULAR: Cancel or Reschedule November 6, 2012 City Council Meeting	Vanessa Bueras
October 16, 2012	REGULAR: Awards & Recognition: Friends of the Library Donation of AED Equipment	Jennifer Campbell
October 16, 2012	REGULAR: Public Hearing: Amendment of City Code Chapter 12 (Fee Schedules)	Brent Billingsley
October 16, 2012	REGULAR: Public Hearing: TXT 11- 01 Wireless Communication Facilities	Brent Billingsley
October 16, 2012	REGULAR: Public Hearing: 2012 International Code Council Building Codes	Brent Billingsley
October 16, 2012	REGULAR: Consent: Contract: Garvey Property Public Utility Easement	Brent Billingsley
October 16, 2012	REGULAR: Consent: Contract: Neely Lease (CON 12-065)	Brent Billingsley
October 16, 2012	REGULAR: Consent: Tortosa Fire Station Lease	Danielle Casey
October 16, 2012	REGULAR: Budget: Transfer Budget Authority for City Complex between Funds	Tom Duensing
October 16, 2012	REGULAR: Contract: Porter Road Widening	Brent Billingsley
October 16, 2012	REGULAR: Contract: Multi- Gen Guaranteed Maximum Price (GMP) for Construction (CORE Const.)	Brent Billingsley

October 16, 2012	REGULAR: Contract Amendment: Regional Park Preconstruction Services (Hayden Building Corp.)	Brent Billingsley
October 16, 2012	REGULAR: Contract Amendment: Regional Park GMP No. 1 (Hayden Building Corp.)	Brent Billingsley
October 16, 2012	REGULAR: Ordinance: Adoption of 2012 International Code Council Building Codes	Brent Billingsley
October 16, 2012	REGULAR: Ordinance: Amendment of City Code Chapter 12 (Fee Schedules)	Brent Billingsley
October 16, 2012	REGULAR: Presentation on TXT11-01 Wireless Communication Facilities	Brent Billingsley
October 16, 2012	REGULAR: Purchase and Sale Agreement for a Portion of Bowlin Plaza Property	Danielle Casey
October 16, 2012	REGULAR: Resolution: Manual on Uniform Traffic Control Devices (MUTCD)	Brent Billingsley
October 16, 2012	REGULAR: Resolution: Phoenix Barricade Manual	Brent Billingsley
October 16, 2012	REGULAR: Selection of Vekol Park and Multigenerational Center permanent names	Danielle Casey
October 16, 2012	REGULAR: Update on the Shop Local Program and Holiday Season Signage Requirements	Micah Miranda
November 6, 2012	WORK SESSION: Presentation on Economic Development Incentive Guidelines	Micah Miranda
November 6, 2012	REGULAR: Public Hearing: TXT11- 01 Wireless Communication Facilities	Brent Billingsley
November 6, 2012	REGULAR: Contract: Zoning Code Rewrite Services	Brent Billingsley
November 6, 2012	REGULAR: Development Services Audit Implementation Plan Update and Funding Request	Danielle Casey
November 6, 2012	REGULAR: Ordinance: Adoption of TXT11- 01 Wireless Communication Facilities	Brent Billingsley
November 6, 2012	REGULAR: Presentation and update on City entrance monument signage	Danielle Casey
November 6, 2012	REGULAR: Site Plan Approval: Fast and Friendly Car Wash	Brent Billingsley
November 20, 2012	REGULAR: Consent: Contract: Shroyer Lease	Brent Billingsley
November 20, 2012	REGULAR: Conditional Use Permit: Festes CUP (for Chiropractor Office)	Brent Billingsley
November 20, 2012	REGULAR: Site Plan Approval: Vekol Park Site Plan	Brent Billingsley

**City of Maricopa**  
**FY12-13 Contingency Report**

<b>Description/Action</b>	<b>Council Approval Date</b>	<b>Adjustments</b>	<b>Balance</b>
<b>Adopted Contingency</b>			\$ 2,000,000.00
<b>Contingency Adjustments:</b>			
#1 Police Professional Standards Unit Case Review	6/19/2012	(39,513.00)	
#2 Police Dispatch Consoles	8/7/2012	(38,749.00)	
#3 Police Dispatch Contract Extension	8/21/2012	(41,020.00)	
#4 Heritage District Neighborhood Park	8/21/2012	(18,000.00)	
#5 Emergency Declaration - Flood Event	9/4/2012	(9,844.00) *	
#6 Citywide Copiers/Printers	9/18/2012	(114,042.00)	
<b>Total Year-to-Date Contingency Adjustments</b>			<u>(261,168.00)</u>
<b>Contingency Balance</b>			<u><u>\$ 1,738,832.00</u></u>

\* Amount is estimated as of 9/19/2012 and will not be final until all bills are paid. Amount cannot exceed \$50,000.





## POLICE DEPARTMENT

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# NEWS RELEASE

**For immediate release**

mpdpress@maricopa-az.gov  
Phone: (520) 316-6880

### **New Non-Emergency Number for the Police Department**

Maricopa, Ariz. – September 12, 2012 – Starting 6 a.m., Sunday, Sept. 30, in conjunction with the new communications service provided to Maricopa residents, a new non-emergency contact number for the City of Maricopa Police Department has been created. The new non-emergency Police Department number will be (520) 568-3MPD, which is (520) 568-3673.

There will be no change in the emergency number, 9-1-1. The Police Department encourages citizens to continue using 911 for emergency situations only. All other calls can be handled by calling the new non-emergency number. In order to facilitate a smooth transition, the Police Department is recommending all residents make a note of the new number, (520) 568-3MPD, and its effective date.

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**FEMA**

IN REPLY REFER TO: APPEAL ACK

September 19, 2012

The Honorable Christian Price  
City of Maricopa  
45145 West Madison Avenue  
Maricopa, Arizona 85139

Dear Mayor Price:

This letter acknowledges receipt of a letter dated August 5, 2012, from Christopher A. Salas regarding the Preliminary Flood Insurance Rate Map (FIRM) and Flood Insurance Study (FIS) report for the city of Maricopa dated December 2, 2011. Your community submitted scientific and technical data in support of an appeal of the Vekol Wash Tributary, Southside 1, Southside 2, and Sacaton Tributaries related to Base Flood Elevations, Special Flood Hazard Area boundaries and zone designations.

The Department of Homeland Security's Federal Emergency Management Agency (FEMA) is considering the request as an appeal because it satisfies the data requirements defined in Title 44, Chapter I, Part 67 of the Code of Federal Regulations and it was submitted during the 90-day appeal period. FEMA will evaluate the issues raised in the referenced letter and the submitted data. If additional data or information are required to resolve the appeal, FEMA will contact your community. If warranted, FEMA will revise the Preliminary FIRM and FIS report and send revised copies to your office for review. Until this appeal is resolved, FEMA will not issue a Letter of Final Determination. Therefore, processing of the FIRM and FIS report for your community will be delayed.

If you have additional questions, please contact Robert Bezek of our FEMA staff in FEMA Region IX either by telephone at 510-627-7274 or by e-mail at [robert.bezek@fema.dhs.gov](mailto:robert.bezek@fema.dhs.gov).

Sincerely,

Robert Bezek  
Regional Engineer  
FEMA Region IX

cc: Christopher Salas, City Engineer/Transportation Manager  
Elise Moore, Floodplain Administrator  
Brian Cosson, State NFIP Coordinator

# MARICOPA CITY HALL COMPLEX

## WEEKLY ACTIVITY REPORT








### EXECUTIVE SUMMARY

Last week's activities on the project: installed sewer manholes, installed 75% of City Hall CMU Walls up to 20', poured Council Chambers exterior footings, installed elevator CMU Walls up to 20', back-filled under-ground plumbing in City Hall, started cmu walls in police holding cells, installed police fire riser and passed inspection, termite treated police holding cells.

#### Construction Activities schedule for the week of 9/17/2012:

- Start City Hall steel erection
- Finish grouting and bringing south cmu City Hall walls to 20'.
- Backfill Sewer Man Holes at White and Parker
- Start Site Water Line
- Re-commence exterior cmu walls at Police
- Pour Police holding cell slabs
- Pour last strip of continuous Police footing on the west side of the building.

## WEATHER

10	11	12	13	14	15	16
						
Hi 97°   Lo 71°	Hi 79°   Lo 70°	Hi 91°   Lo 70°	Hi 96°   Lo 74°	Hi 93°   Lo 76°	Hi 93°   Lo 73°	Hi 96°   Lo 66°
Precip: 0.53	Precip: 0.02	Precip: 0.0	Precip: 0.0	Precip: 0.0	Precip: 0.0	Precip: 0.0

### Past Week - Activities/Issues

Tied Sewer Line into White and Parker	9/10-14/12
Brought perimeter CMU wall up past 20' on 3/4 of City Hall	9/10-14/12
Continued with Under-ground Plumbing at City Hall	9/10-14/12
Excavated and Reinforced Exterior Footings Council Chambers	9/10
Installed CMU Walls on Elevator Shaft at City Hall to 20'	9/10-14/12
Termite treat and prep for SOG in Police Holding Cells	9/11-14/12

### Upcoming Week - Activities/Issues

City Hall Exterior CMU Walls above 20'	9/17-18/12
City Hall Steel Erection	9/17-21/12
Finalize Site Sewer (Offsite)	9/17-18/12
Start Under Ground Waterline	9/11-14/12
Pour Police holding cell SOG	9/17-21/12

### Safety

Temporary Construction Fencing Installed
Installed Caps on Vertical Rebar
Installed Swale Berms at Sewer Excavation to keep run-off from filling excavation
Flagged Excavation Trench with Red Caution Tape and Installed More Temp Fence Around this Area

### Environment

Dust Permit in Place
Storm Water Permit In Place
Construction Water Meter Set
Water Trucks are Applying Water to Site to knock down dust

Contractor	Trade	Labor Performed	Manpower
Okland Construction	Construction Manager	Project Oversight/Concrete	6
Lemme Engineering	Surveyor	Project Staking	2
Cisco	Excavator / Site Sewer	Digging Foundation Footings	6
DP Electric	Electrician	Running Underground Conduit	3
Sun Valley	Masons	Setting Stem walls	13
Schuff Steel	Steel Erectors	Off Load Steel Deliveries	1
HACI Mechanical	Plumbing	Underground Plumbing Rough	5





City Hall West CMU Wall Past 20'



Back Fill and Compacting Sewer Manholes





